

New Hampshire
Federation of Mutual Fire Aid Associations

Approved September 19, 2001 (Rev: 5/19/04)

MEMORANDUM OF AGREEMENT
NEW HAMPSHIRE STATEWIDE FIRE MOBILIZATION PLAN

AGREEMENT

This operating agreement is entered into by and between the Border Area, Interstate Emergency Unit, Southwest, Souhegan, Seacoast Chief's, Upper Valley, Tri-Town, Connecticut Valley, Capital Area, Lakes Region, Mt. Washington Valley, Kearsarge, Ossipee Valley, Northern NH, Community, and Twin State Mutual Aid Fire Association, the Division of Forests and Lands, and the State Fire Marshal pursuant to New Hampshire RSA Title 3, Chapter 53-A.

PURPOSE

The purpose of this agreement is to establish a statewide task force/strike team fire response system between the aforementioned Mutual Aid Districts for response to incidents in the State of New Hampshire and elsewhere.

It is to the mutual advantage of the parties hereto to cooperate for the purpose of Fire and related incidents that are beyond the capabilities of local and regional emergency response organizations.

This enabling agreement is not obligatory and does not guarantee that any aforementioned parties will respond into other districts. Mutual aid response will be provided based upon available resources.

MUTUAL AID ASSISTANCE

Requests for assistance are automatically approved and should be referred to the appropriate dispatch center. Dispatch center contacts and phone numbers are attached.

INCIDENT RESPONSIBILITY

Responsibility for planning, initial response, direction and control rest with the affected local community. Mutual aid assistance to the impacted community shall operate under the established Incident Command System.

This Memorandum of Agreement neither expands nor abridges any rights and responsibilities of any parties, including responsible parties, not signature to this agreement pursuant to RSA 154.

TRAINING/PREPAREDNESS

All parties to this agreement agree to exchange training opportunities, share planning documents, resource listings and standard operating guidelines.

COMMUNICATIONS

By the terms of this agreement, each party agrees to permit the others to utilize radio frequencies, computers, telephones and pagers for emergency response. Primary communications will be conducted on the Statewide Fire Frequency.

FACILITIES/PERSONNEL AND EQUIPMENT

Each Mutual Aid District shall make facilities available upon reasonable request for training and storage as negotiated.

Each Mutual Aid District will maintain a list of personnel and equipment available to other Districts.

OPERATIONS

When any District requests assistance from another, the sending fire department shall dispatch only personnel who meet or exceed minimum requirements for training and physical standards as set forth by the local authority having jurisdiction.

At the time of the request the assisting District(s) shall dispatch the appropriate available resources in accordance with this plans methodology.

It shall be policy to release assisting District(s) from duty as soon as practical and mutually agreed.

All Districts will operate using the Incident Command System.

Participating Mutual Aid Districts agree to provide the NHFMFAA with changes to task force components and District contact information.

REIMBURSEMENT

All reimbursement made under this agreement, if any, shall be in accordance with cost established by the Department of Safety under RSA 154 or by the Division of Forests and Lands under RSA 227-L.

DISPATCH METHODOLOGY

The local incident commander requests aid through the local dispatch center as an incident escalates. The local dispatch center utilizes normal in-district mutual aid from surrounding communities. When this source of mutual aid is depleted and the local incident commander requires additional aid, the local dispatch center will request such aid from the statewide control center. The statewide control center, utilizing the State Fire Mobilization Plan, shall request the indicated task force(s) or strike team(s) from the appropriate adjacent control center(s), notifying them of the situation and the location of the staging area to which their task force or strike team is to report.

The responding district control center, utilizing this plan, will activate the appropriate task force or strike team informing those units of an in-district assembly point. Once assembled, the task force or strike team shall respond in convoy to the incident staging area. The responding district control center shall notify the statewide control center of the departure and estimated time of arrival. Both control centers shall remain ready to provide logistical information until the task force or strike team arrives at the staging area and is under the control of the incident commander.

Section five of this plan provides detailed information by district. Administrative information is provided about each district. This is followed by the plans for four categories of resources: Disaster, Forestry, Structural, and Tanker. Each of these lists the designation and make-up of the task forces and strike teams that may be requested from that district. Each district will designate the task forces or strike teams that are available to respond as the need arises.

Points to Remember

- 1) The Statewide Mobilization Plan only comes into effect when the local community resources and those of its normal mutual aid system are expended.
- 2) The plan organizes apparatus and personnel in task forces or strike teams. Each has its own primary and secondary commander.
- 3) The task forces or strike teams meet at a dispersal point and travel together. They report to a designated staging area for assignment.
- 4) Task forces or strike teams cannot be used for cover assignments. Station coverage remains a local mutual aid system responsibility.
- 5) The local Head of the Fire Department or authorized representative must initiate the request for the plan to be implemented. The Incident Commander assumes overall responsibility.
- 6) Notification must be made to the State Fire Marshal's Office when the plan is activated.
- 7) Task force or strike team apparatus should, if possible, consist of the best equipped apparatus a community can send.
- 8) All Fire Departments and mutual aid control centers must issue procedures that reference this plan.

- 9) Authority for this plan is pursuant to New Hampshire RSA Title 3, Chapter 53-A.
- 10) Task force or strike team commanders are to be regular chief officers. Alternate commanders are recommended to be used if a company grade officer is acting as a chief officer.
- 11) Control centers are authorized to communicate on the Statewide Fire Frequency, 154.280.
- 12) Task Forces may be customized depending on local resources or conditions.
- 13) Strike forces consist of the first five units of the type requested from any task force list.

KEY WORDS

<i>Assembly Point -</i>	A location where task forces are designated to meet and form a convoy to respond to an incident.
<i>Command Post -</i>	Location of the Incident Commander and his supporting staff.
<i>District Control Center -</i>	The fire mutual aid control center for dispatching.
<i>District Fire Coordinator -</i>	The president or designee of each participating mutual aid district.
<i>Incident Commander -</i>	The Head of the Local fire Department or his authorized subordinate responsible for the entire operation.
<i>Staging Area -</i>	A reception area designated to receive incoming forces.
<i>Strike Team -</i>	A Chief Officer and a group of five single pieces of the same type of apparatus.
<i>Task Force Commander -</i>	A Chief Officer in command and responding with a task force.
<i>Task Force Disaster -</i>	Two (2) Chief Officers, four engines, one (1) ladder, two (2) heavy rescues, two (2) lighting units, two (2) ambulances.
<i>Task Force Forestry -</i>	Two Chief Officers, six (6) forestry trucks, two (2) tankers, one (1) ambulance.
<i>Task Force Structural -</i>	Two (2) Chief Officers, six (6) engines, two (2) ladder trucks, one (1) ambulance.
<i>Task Force Tanker -</i>	Two (2) Chief Officers, two (2) engines, six (6) tankers, one (1) ambulance.

MINIMUM STANDARDS

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| 1) Radio: | All apparatus shall be equipped with a radio capable of transmitting and receiving on 154.280 frequency. |
| 2) Engines: | 1000 GPM pump, 500 gallons water, 1000' 4" or larger hose |
| 3) Tankers: | 1,000 gallons of water |
| 4) Aerials: | 75' or greater |
| 5) Heavy Rescue: | one (1) hydraulic rescue tool, airbags |
| 6) Forestry: | 4-WD, 200 gallons water, hand tools |
| 7) Ambulance: | State Licensed Transport Unit |
| 8) Lighting: | 5000 watts |

MINIMUM STAFFING

Engine/Ladder	four (4)	Heavy Rescue	two (2)
Forestry	six (6)	Ambulance	two (2)
Tanker	two (2)	Lighting	two (2)

DURATION

This agreement will be effective on the date of signature and will remain in force until the party provides written notice of withdrawal. Member association withdrawal must be submitted to the President of the Federation of Mutual Aid Associations and shall include the date when the withdrawal shall become effective. No withdrawal shall be effective in less than 90 days from the notice of withdrawal.

MEMORANDUM OF AGREEMENT - APPROVAL

<u>AGENCY</u>	<u>SIGNATURE/TITLE</u>	<u>DATE</u>
Border Area	<u>Signature on File</u>	
Interstate Emergency Unit	_____	
Southwest	<u>Signature on File</u>	
Souhegan	_____	
Seacoast Chief's	<u>Signature on File</u>	
Upper Valley	_____	
Tri-Town	_____	
Connecticut Valley	_____	
Capital Area	<u>Signature on File</u>	
Lakes Region	<u>Signature on File</u>	
Mt. Washington Valley	_____	
Kearsarge	_____	
Ossipee Valley	_____	
Northern NH	<u>Signature on File</u>	
Community	_____	
Twin State	_____	
State Fire Marshal	_____	
Division of Forests & Lands	<u>Signature on File</u>	